the Conservation Rooflight®
Pleated Blind Installation Manual

Issue 01 | March 2011

the Rooflight Company

The Professionals' Choice

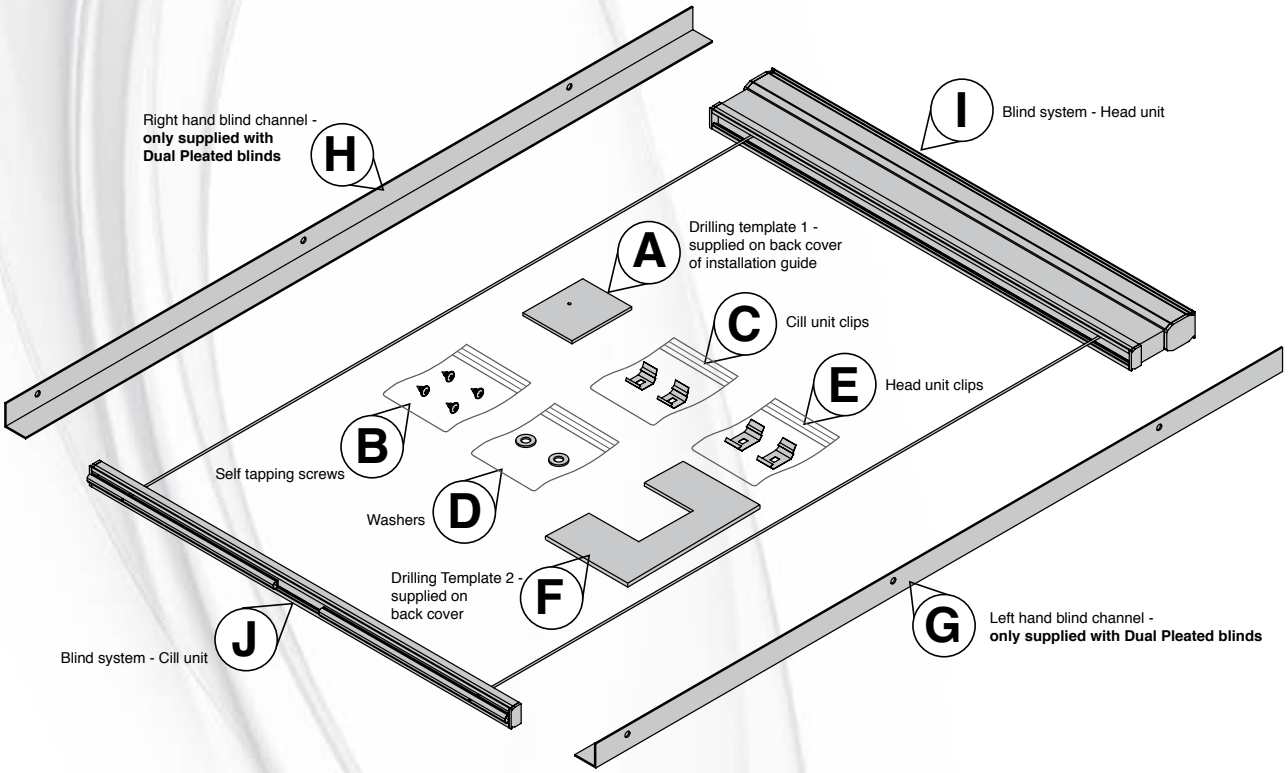
Thank you for purchasing the Conservation Rooflight Pleated Blind, please follow this step-by-step guide to ensure the blind is installed correctly. We recommend that the blind is installed after the Rooflight integral linings have been painted.

This blind system requires a reasonable level of practical skill to ensure correct installation. If you would like on-site assistance, we have a team of trained professionals available through our blind fitting service, please call 01993 774 446 for details.

Take precautions to remove dirt and grease from any tools used, as the blind fabric will mark easily.

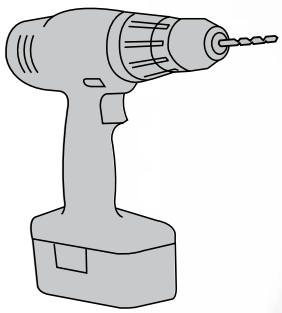
⚠ Only a qualified electrician should carry out work uninstalling / installing electrical motors (detailed in steps 1.0, 11.0 and 12.0), ensuring they adhere to any applicable safety precautions.

Parts list - Supplied with blind

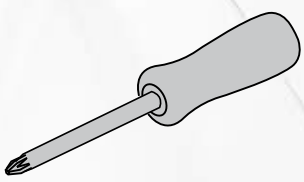


Please check that you have all the parts before proceeding to install the Pleated Blind.
If you believe any items are missing please call us on 01993 833108.

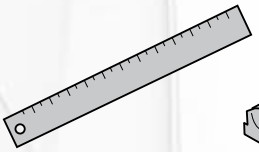
Tools list - Supplied by installer



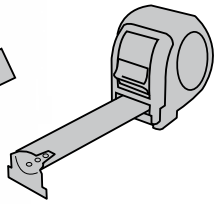
Power drill with $\frac{7}{64}$" (2.8mm) drill bit



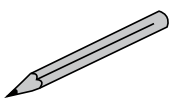
Pozi-drive Screwdriver



Steel Rule



Tape Measure



Pencil

Step 1.0

If access for drilling at the cill of the Rooflight is prohibited by ironmongery / motors, they can be disengaged to aid the installation.

Step 2.0

At the cill of the Rooflight, align the bottom edge of Drilling Template 1 (Part A) to the bottom edge of the integral Rooflight lining and abut the left side of the template to the left jamb lining. Drill through Hole A. **Note: Do not drill deeper than 10mm through the integral lining.**

Step 2.1

Align the bottom edge of Drilling Template 2 (Part A) to the bottom edge of the integral lining and abut the right side of the template to the right jamb lining. Drill through Hole A.
Note: Do not drill deeper than 10mm through the integral lining.

Step 3.0

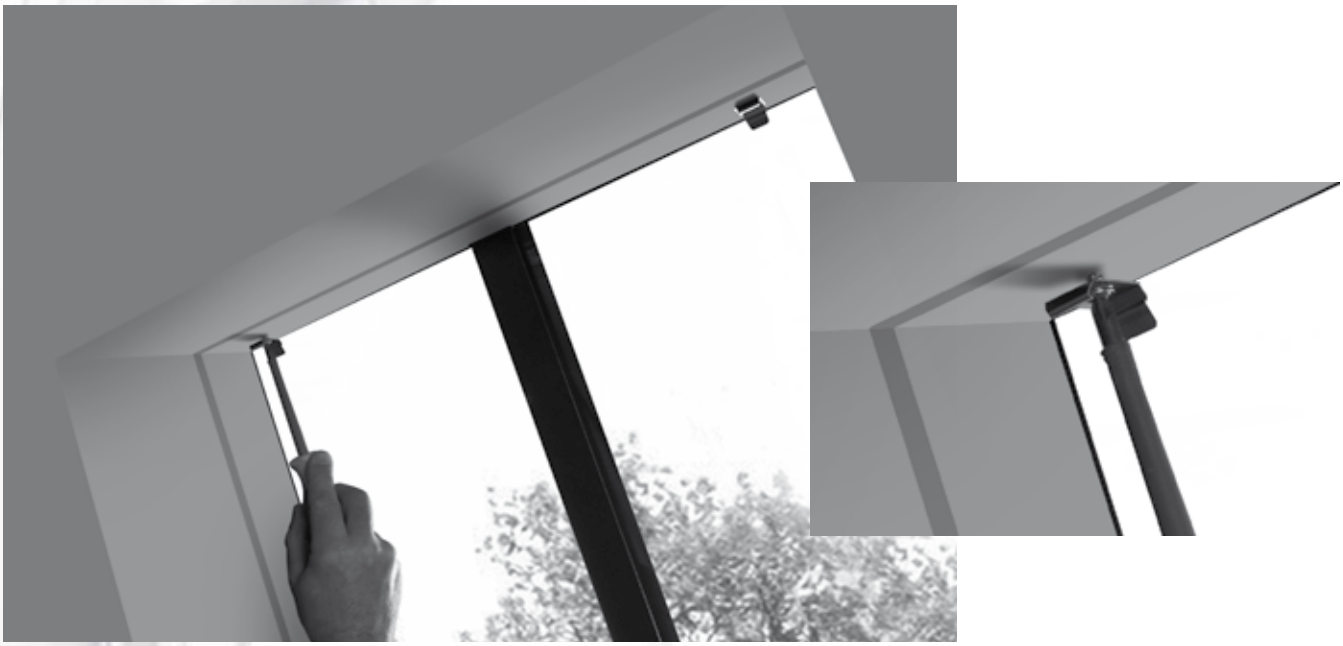
Using the screws provided (Part B), screw two of the clips (Part C) and washers (Part D) into the two holes drilled in step 2. Orientate the clip as shown.
Note: The washer must go UNDERNEATH the clip.

Step 4.0

At the head of the Rooflight, align the bottom edge of Drilling Template 1 (Part A) to the bottom edge of the integral Rooflight lining and abut the right side of the template to the left jamb lining. Drill through Hole A. **Note: Do not drill deeper than 10mm through the integral lining.**

Step 4.1

Align the bottom edge of Drilling Template 1 (Part A) to the bottom edge of the integral Rooflight lining and abut the left side of the template to the right jamb lining. Drill through Hole A. **Note: Do not drill deeper than 10mm through the integral lining.**



Step 5.0

Using the screws provided (Part B), screw two of the clips (Part E) into the two holes drilled in step 4. Orientate the clips as shown. **Note: Washers are NOT required for the head clips.**

Installing extra support clips for larger Rooflights.

If you have a **total** of 8 clips (Parts C & E) proceed with step 6.0
If you have a **total** of 4 clips (Parts C & E) move to step 7.0.

Step 6.0

At the head of the Rooflight, mark a centre line along the width of the integral lining.

Step 6.1

Align the centre line shown on drilling template 2 (Part F) with the line marked in step 6.0. Position the arrows on the template at the bottom edge of the integral lining. Drill through holes B & C. **Note: Do not drill deeper than 10mm through the integral lining.**

Step 6.2

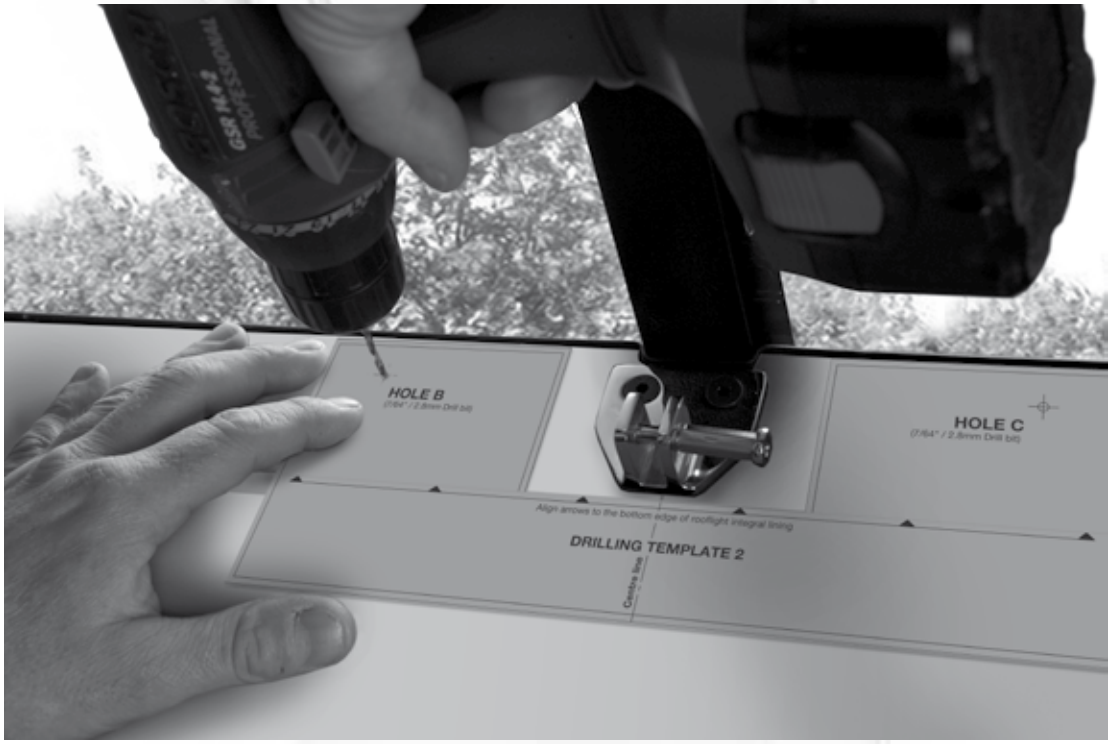
Using the screws provided (Part B), screw two of the clips (Part E) into the two holes drilled in step 6.1. **Note: Washers are NOT required for the head clips.**

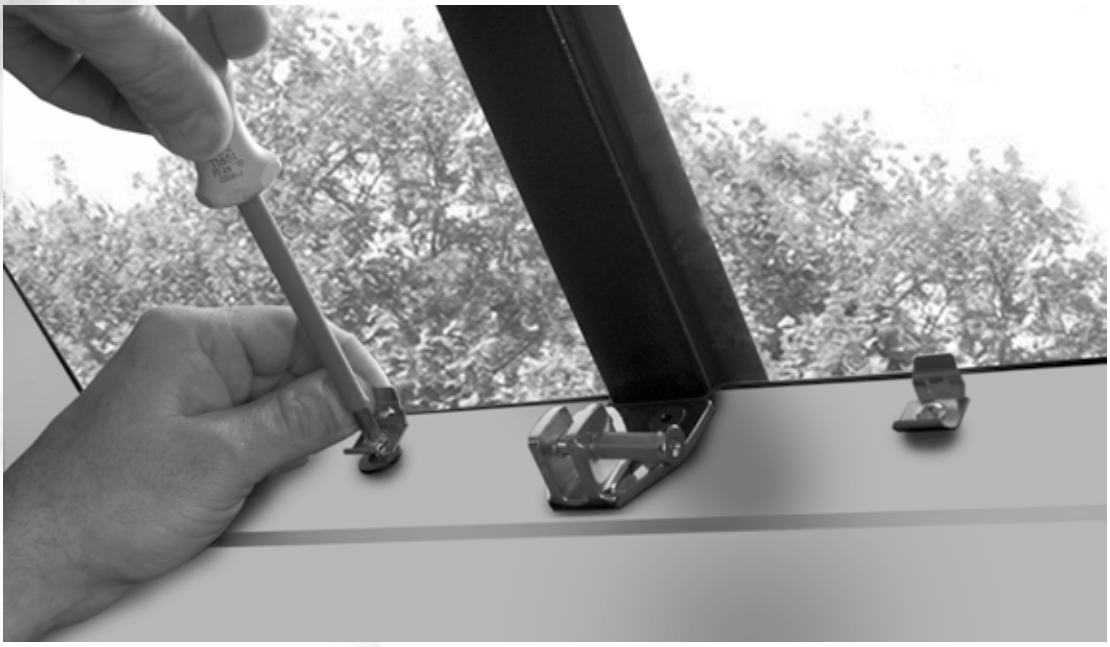
Step 6.3

At the cill of the Rooflight, mark a centre line along the width of the integral lining.

Step 6.4

Align the centre line shown on drilling template 2 (Part F) with the line marked in step 6.3. Position the arrows on the template at the bottom edge of the integral lining. Drill through holes B & C.
Note: Do not drill deeper than 10mm through the integral lining.





Step 6.5

Using the screws provided (Part B), screw two of the clips (Part C) and washers (Part D) into the two holes drilled in step 6.4. **Note: The washer must go UNDERNEATH the clip.**

Installing blind channel parts G & H (only available with Dual Pleated Blinds).

If you have a Dual Pleated Blind system then proceed with step 7.0.
If you have a Single Pleated Blind system, move to step 8.0.

Step 7.0

On the left jamb, at the cill of the Rooflight, align the bottom edge of Drilling Template 1 (Part A) to the bottom edge of the integral lining and abut the right side to the bottom. Drill through Hole A. **Note: Do not drill deeper than 10mm through the integral lining.**

Step 7.1

On the right jamb, at the cill of the Rooflight, align the bottom edge of Drilling Template 1 (Part A) to the bottom edge of the integral lining and abut the left side to the bottom. Drill through Hole A. **Note: Do not drill deeper than 10mm through the integral lining.**

Step 7.2

Using one of the screws (Part B), loosely screw in the left blind channel (Part G) through the hole created in step 7.0.

Step 7.3

With the screw holding the channel at the cill end, align the channel (Part G) parallel to the bottom edge of the integral lining (the steel rule should be used to measure between the channel and the bottom of the integral lining to ensure accuracy). Mark through all the pre-drilled holes in the blind channel (Part G).

Step 7.4

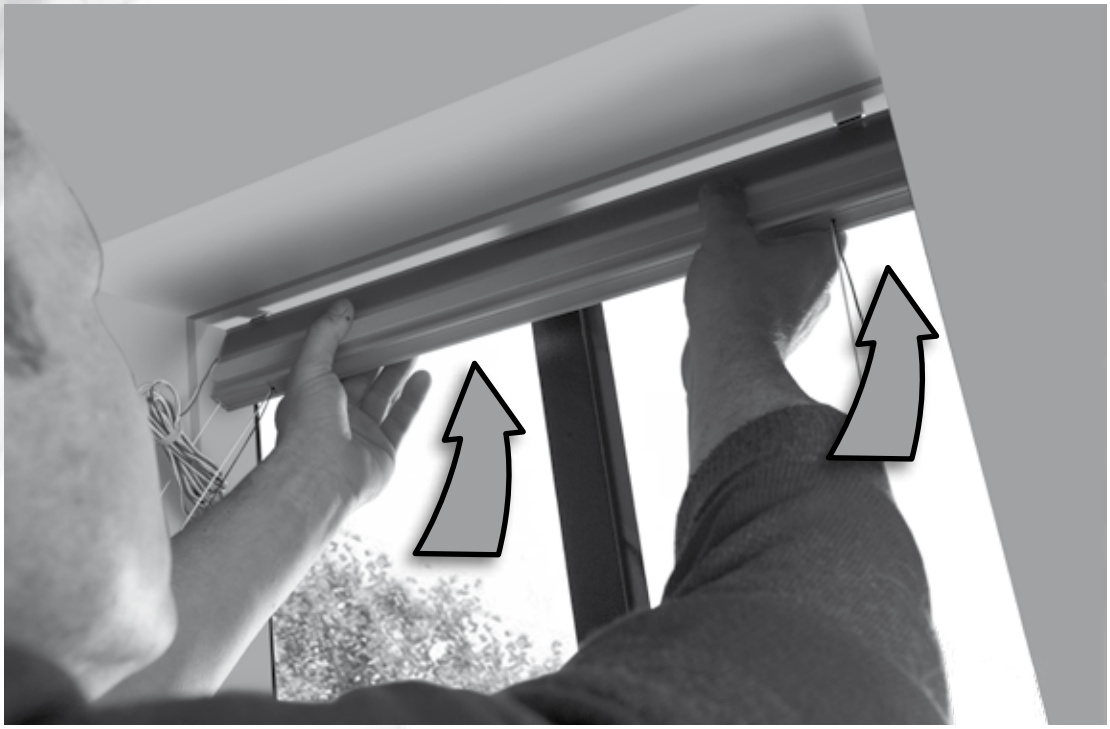
Drill through all the holes marked out in step 7.3.
Note: Do not drill deeper than 10mm through the integral lining.
Repeat steps 7.2 - 7.4 on the opposite side of the integral lining using Part H.

Step 7.5

Unscrew the blind channels (Parts G & H) from the integral lining (these will be re-attached later on).

Step 8.0

Lift the head unit of the blind system (Part I) up to the clips at the head of the Rooflight.
Note: For motorised blinds, the red sticker must face the glass, and the power cable should run off the left side of the unit as shown.
Note: For manual blinds, the operating handles should face into the room (not shown in images).

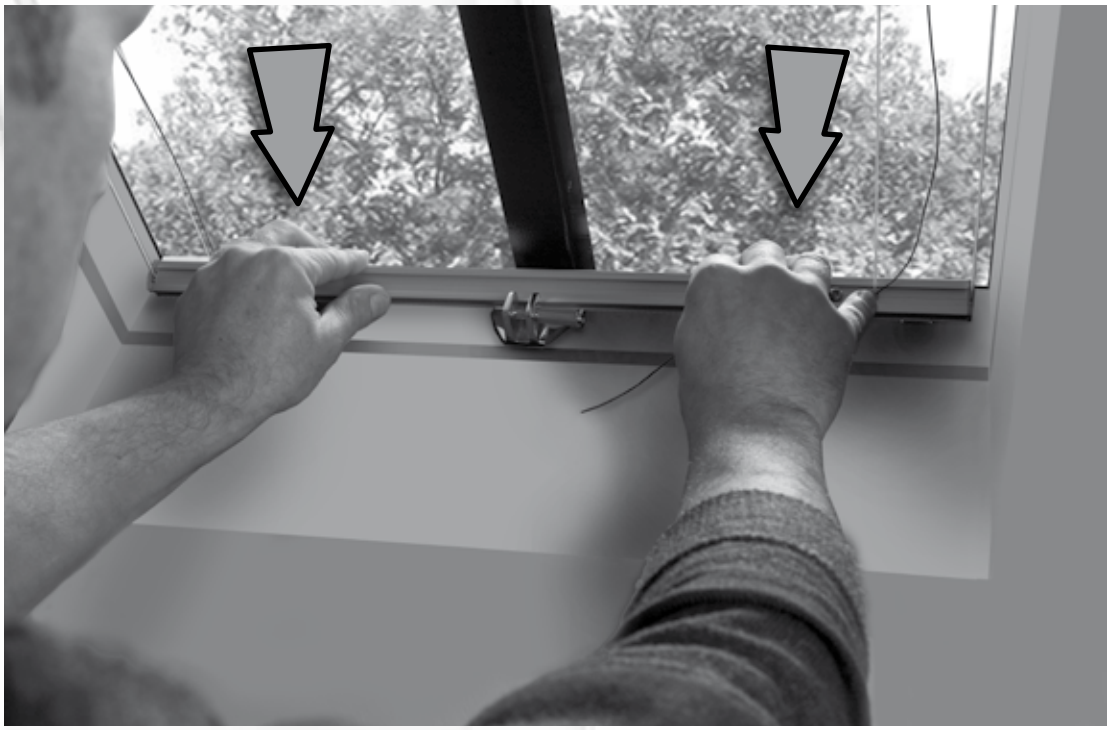


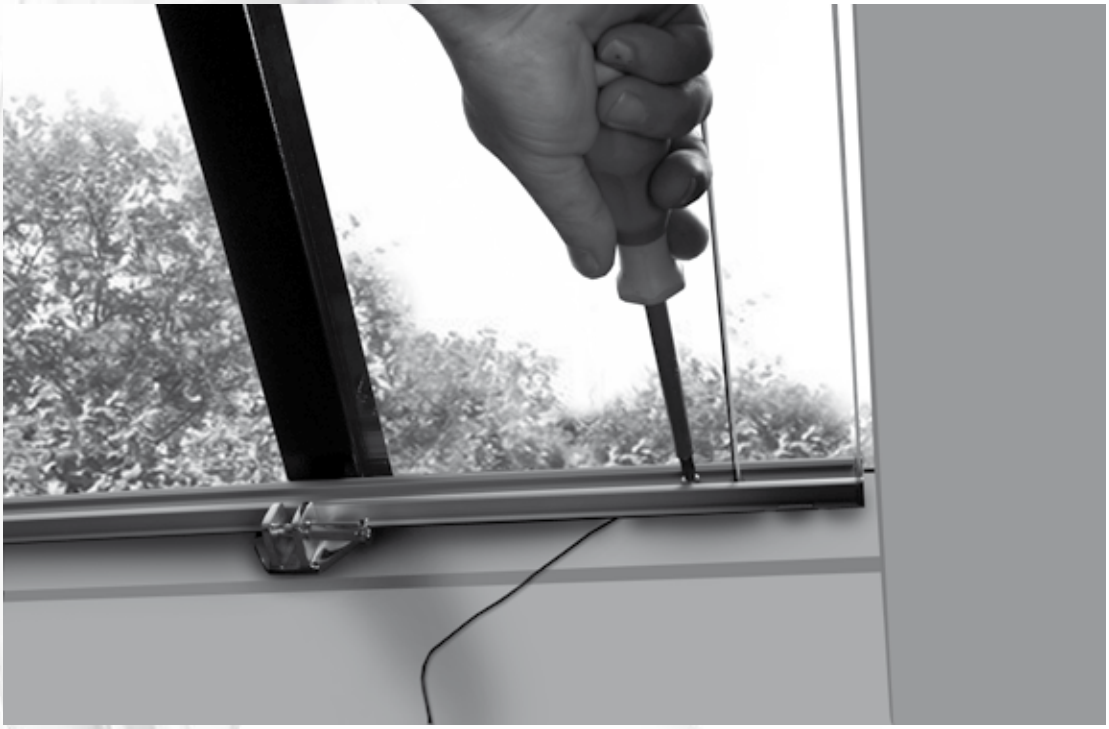
Step 8.1

Angle the lip of the head unit (Part I) into the clips (Part E) and push firmly until the head unit ‘clicks’ into position.

Step 8.2

Angle the lip of the cill unit (Part J) into the clips (Part C) and push firmly until the cill unit ‘clicks’ into position.





Step 9.0

The black guide wires running between the head and cill unit should be in tension in order for the blind system to run smoothly. If extra tension is required, turn the screw(s) on the cill unit (Part J) counter clockwise by approximately 3 turns to release the wire(s).

Step 9.1

Increase the tension in the system by pulling down on the black guide wire(s) nearest to the screw(s) on the cill unit (Part J). Pull all wire slack through the system.

Step 9.2

To keep the tension in the system, pull the black guide wire(s) running from the back of the cill unit (Part J) tightly whilst turning the screw(s) clockwise until tight.

Step 9.3

Tuck the black guide wire underneath the cill unit (Part J) to conceal from view (the wire can be cut down, but this may limit accessibility in the future if re-tensioning is required).

Installing blind channel parts G & H (only available with Dual Pleated Blinds).

If you have a Dual Pleated Blind system then proceed with step 10.0.

If you have a Single Pleated Blind system, move to step 11.0.

Step 10.0

Using the screws provided (Part B), fix the blind channel (Part G) onto the integral lining through the holes drilled in step 7.0 and 7.4.

Repeat on the opposite side of the integral lining using Part H.

Step 11.0

Reattach your ironmongery / motors to the Rooflight using the appropriate installation instructions.

If installing a manual blind system, move to step 13.0.

If installing an electric blind system, proceed with step 12.0.

Step 12.0

Open the Rooflight fully using your ironmongery / motor.

Route the power cable from the head unit (Part I) to the switch / control unit supplied with the blind and follow the applicable wiring diagram included. The cable can be concealed behind the plasterboard lining to reduce the visual impact (shown), or alternatively choose a suitable path to connect the power cable to the switch / control unit.

Note: Ensure enough slack is left in the power cable to allow the Rooflight to open and close fully without straining the cable.

Step 13.0

Electric blind systems
Check the operation of the blind using the switch / controller to fully open and close the blind.

Manual blind systems
Check the operation of the blind by holding the handles on the head unit and sliding the blind fully up and down the Rooflight.

Installation complete

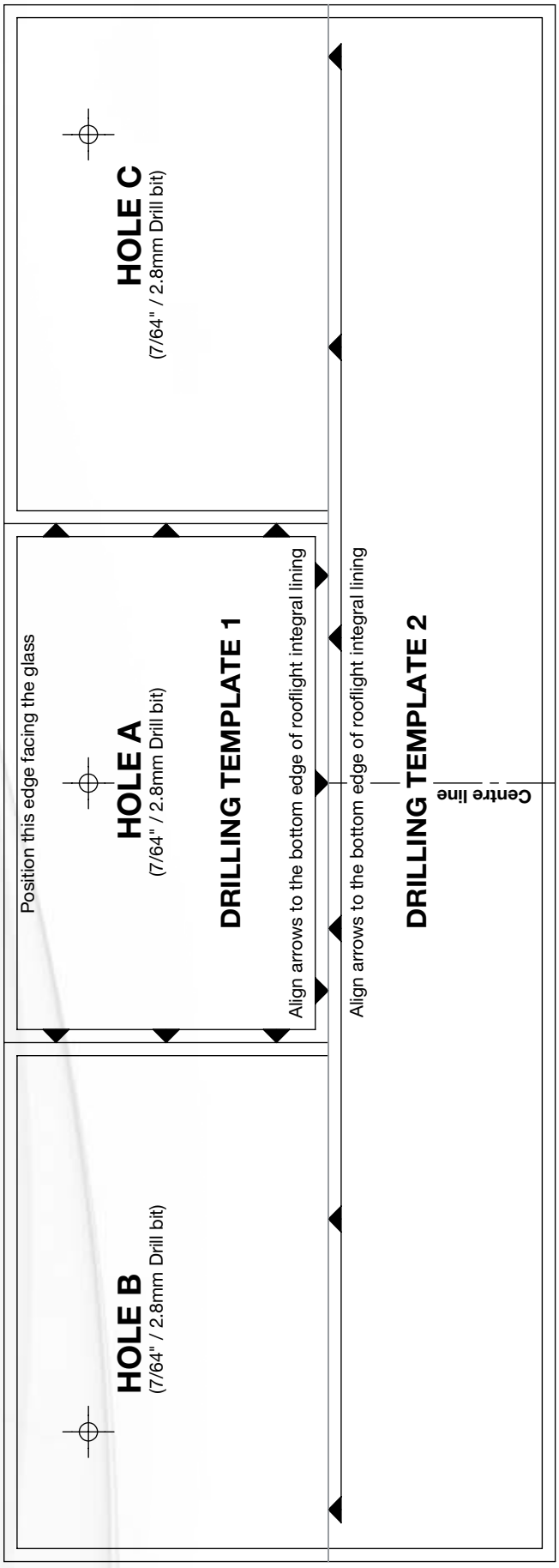
Please follow our care and maintenance instructions for optimum lifetime of the blind. These can be found at www.therooflightcompany.co.uk or alternatively, call us on 01993 833108 for details.

Part A: Drilling Template 1

Carefully push the drilling template out of the manual cover and disconnect from Part F. Use as instructed in the manual.

Part F: Drilling Template 2

Carefully push the drilling template out of the manual cover and disconnect from Part A. Use as instructed in the manual.


HOLE C
(7/64" / 2.8mm Drill bit)
Position this edge facing the glass
HOLE A
(7/64" / 2.8mm Drill bit)
DRILLING TEMPLATE 1
Align arrows to the bottom edge of rooflight integral lining
Align arrows to the bottom edge of rooflight integral lining
DRILLING TEMPLATE 2
Centre line
HOLE B
(7/64" / 2.8mm Drill bit)

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